

Library Board of Trustee  
Shrewsbury Public Library  
May 24,2005

Chairman George Strom called the May24th meeting of the  
Shrewsbury Public Library Board of Trustees to order at 7:00pm.

Trustees Present: Joan Barry  
Alice Canty  
Barbara Carpenter  
Carl Larson  
Kevin McKenna  
Rosemary Rennie  
Fran Whitney

Trustees Absent: Carol Cullen

Ellen Dolan, Library Director Attended

Approval of Minutes: Motion to approve minutes of April meeting  
with corrections noted – Carl Larson  
Second Fran Whitney  
All in favor

Approval of Director's Report Motion to accept Director's report-  
Barbara Carpenter  
Second- Rosemary Rennie  
All in favor

Budget & Finance

FY06 Budget Town Meeting approved the “Balanced  
Budget”. Supplementary budget was approved pending outcome of  
21/2 override vote on June 6<sup>th</sup>.

FY05 Budget Ellen distributed copies of monies left in the FY05 Budget.

#### Building Project Planning

Building Design update There is \$14,113.93 left in the planning budget.

Review of Town Meeting results Town Meeting approved our articles for the Building Project.

Parking Ellen is meeting with Shrewsbury Credit Union to discuss parking issues.

Fundraising Committee Chairman Strom requested the Trustees submit names of people they feel maybe interested in helping with Fundraising. An Open House , by invitation, will be held to encourage proposed members to participate. George Brown has volunteered to be Staff Liaison for the Fundraising Committee.

PR Committee update The Newsletter mailing went very well. Brochures/handouts were done for Town Meeting and were also used for Central One Credit Union Family Day. The Committee is beginning to plan some Open Houses to acquaint people to needs of the Library. The open houses would be held on an evening and Saturday afternoon. Ellen requested the overlay drawings be done for Children's area, Information Commons(Reference Area). Joan Barry suggested that a drawing of the Entrance area would also be helpful. It was felt the monies left in the Planning Budget could be used for this purpose. A Cable program will also be done.

#### Building & Grounds

Ellen has received estimates for rug cleaning and ceiling painting in the meeting room. She is looking to encumber these funds.

We have received notification of rate increases for protective outdoor lighting and water treatment service.

### Legislative

MAR Waivers There are about 50 waivers that will be available.

Both our State Senator and Representative have been very busy working for Libraries.

Policy It was decided to hold for future vote the revised policies on Meeting Room Use, Staff Meetings, and Teen Use of Mezzanine.

Reciprocal Borrowing- Motion to accept the revised policy on reciprocal borrowing- Fran Whitney  
Second- Joan Barry  
All in favor

### Gifts & Grants

Fundraising Baskets The Young Adults have raised \$100 to date on raffle tickets for their baskets. All proceeds will be used to fund teen programming.

Lions Club The Lions Club has donated \$1,200 to purchase Books on CD.

The daughter of Mr. Donahue-who passed away recently- has decided to set up a trust fund in honor of her parents. It would be a general purpose trust. The Attorney for the estate will be in touch to finalize plans.

### Personnel

Head of Tech Services Position has been posted.

Plan to Post Circulation Aid Position Change from PAT 8 to Pat 6 to start after July 1<sup>st</sup>.

Temporary Disability Leave A person in children's is out on disability leave. George Brown and Ellen Dolan are helping to fill in when possible.

Arrangements to accommodate reduced staff resources Ellen is looking into Bibliotemps and other temporary options to be used if necessary.

### Friends

Book Bags The winners have been announced for the Book Bag contest. Joel Tro, one of our Senior citizens, designed a bag showing a tree with the various services offered as branches of the tree. Gabrielle Demac young girl designed a book bag for children showing a bookworm and books.

Book Sale results The Friends earned \$2457.50 from the book sale.

### Programs & Services

Annual Calendar Ellen gave each Trustee a copy of the annual calendar.

English as a second Language Ellen has had a request for summer reading books in languages other than English. She would like permission to use Trust funds to purchase a courtesy collection in these languages.

Motion to expend \$1,000 from budget and then from Trust funds to establish this collection- Fran Whitney

Second Alice Canty

All in Favor

YA Funds Ellen requested \$500 to help fund Young Adult programming for Summer reading

Motion to use \$500 for Young Adult Programming- Joan Barry

Second- Fran Whitney

All in favor

#### Board Election

Chairman- Motion to name George Strom Chair- Alice Canty

Second- Fran Whitney

All in favor

Vice- Chair Motion to name Joan Barry Vice- Chair- Alice Canty

Second- Fran Whitney

All in favor

Secretary- Motion to name Barbara Carpenter Secretary- Rosemary Rennie

Second- Alice Canty

All in favor

#### Miscellaneous

Website visits The Library was once again the top website with 4,342 visits this month.

Motion to adjourn- Rosemary Rennie

Second- Kevin McKenna

All in favor

Meeting adjourned at 8:15pm

Submitted by

Barbara Carpenter

